

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, JANUARY 11, 2001
8:15 A.M.**

Commissioners Present: Kathy Campbell, Chair
Larry Hudkins, Vice Chair
Linda Steinman
Bob Workman

Commissioners Absent: Bernie Heier

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Johnson, Deputy County Attorney
Bruce Medcalf, County Clerk
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

**1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY,
JANUARY 4, 2001**

MOTION: Workman moved and Hudkins seconded approval of the Staff Meeting minutes of January 4, 2001. Workman, Hudkins, Steinman and Campbell voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Holmes Golf Course Surplus Property
- B. Authorization for Indigent Cremation
- C. Records Management System
- D. Replacement of the Agreement with the State of Nebraska,
Department of Roads, for Construction of Entrance and Exit Ramps
from Highway US-34 to Northwest 27th Street
- E. Parking Issues

MOTION: Hudkins moved and Steinman seconded approval of the additions to the agenda. Hudkins, Steinman, Workman and Campbell voted aye. Motion carried.

ADDITIONS TO THE AGENDA

B. Authorization for Indigent Cremation

MOTION: Workman moved and Steinman seconded to authorize the Chair to sign authorization for Lincoln Memorial Funeral Home and Crematory to cremate the remains of Charles F. Duran. Workman, Steinman, Hudkins and Campbell voted aye. Motion carried.

3 LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant

Gordon Kissel, Legislative Consultant, gave a legislative update (Exhibit A), noting the following:

- O Governor Johanns has announced his proposal for juvenile justice which includes creation of a General Fund aid program for counties to develop and sustain community based programs for adjudicated youth. Under this plan, the juvenile courts would order a level of treatment but placement would be made by the Office of Juvenile Services (OJS). Senator Thompson still plans to introduce a version of the old LB 652 (provides for a juvenile correctional facilities master plan and payment of juvenile boarding costs by the State). Kissel remarked that the State is finally recognizing its role, which is a positive step.

Hudkins said he supports pushing hard on LB 652, as he does not believe the Governor's plan provides sufficient funds to address the needs of Hastings, Omaha and Southeast Nebraska. He also asked whether it would be necessary to be classified as a "Level 5" secure confinement facility in order to draw down funds.

Kissel said the Governor wants the "Level 5" facility to be located in Hastings, but said Senators Thompson and Pedersen support operating it from the existing Omaha facility.

In response to a question from Steinman, Kissel said the Governor's proposal provides more money upfront for community based services but does not specifically address boarding contract costs.

Board consensus to send a letter to Governor Johanns, signed by all of the Commissioners, thanking him for his initiative and pledging the County Board's willingness to work with the community based programs.

- O Senator Hudkins introduced LB 479 (changes provisions for the commitment of mentally incompetent persons to the Department of Health and Human Services). Kissel said this bill may be plugged into a package on mental health.

- O Senator Raikes introduced LB 366 (changes provisions relating to zoning by county boards and nonfarm buildings).
- O Senator Price will introduce a bill to address the County's inability to expend county funds for paving roads within incorporated city limits.

Dave Johnson, Deputy County Attorney, distributed revised language that would allow a county, by interlocal agreement with a village or city within the county, to use county road funds for improvement, maintenance or repair of a road that is located within the corporate limits of the city or village if the road is classified as an other arterial, collector or local and acts as a direct link to, or extension of, an other arterial, collector or local; is located on the boundary between the corporate limits of the city or village and the county; or if the streets of the city or village are directly impacted by county operations or through traffic (Exhibit B).

Hudkins asked whether this would apply to unincorporated villages or a Sanitary Improvement District (S.I.D.).

Eagan said unincorporated villages are considered to be part of the county.

Campbell said S.I.D.'s have the ability to tax and asked Johnson to research that issue further.

Kissel recommended that the bill be introduced as drafted and amended to substitute the revised language.

- O Senator Jensen will introduce a bill to allocate money from the Health Trust Fund (tobacco settlement money) for behavioral health. Governor Johanns' plan would allocate less to mental health and would provide funds to the University of Nebraska and Creighton University for health research.

Eagan said the American Federation of State, County & Municipal Employees (AFSCME) has requested introduction of a bill to change the makeup of the Personnel Policy Board.

The Board requested that further discussion be scheduled on a Staff Meeting agenda with representatives of the elected officials, bargaining units and Employees Advisory Team (EAT).

The Board also requested that the list of legislative contacts be amended to reassign Senator Schimek to Commissioner Steinman and Senator Landis to Commissioner Hudkins.

ADDITIONS TO THE AGENDA

A. Holmes Golf Course Surplus Property

Workman said he is concerned that the City's policy for purchase, dedication, donation or sale of real property gives the public the perception that there is an "under the table" process.

Campbell suggested that Workman write a letter to Jerry Shoecraft, City Council Chair, expressing his concerns and asking for a response, with carbon copies to Mayor Wesely and Dana Roper, City Attorney.

4 TEXT AMENDMENT TO COUNTY SUBDIVISION RESOLUTION (MISCELLANEOUS NO. 00012) - Mike DeKalb, Planning Department; Larry Worrell, County Surveyor

Larry Worrell, County Surveyor, explained that County Engineering requested an amendment of the County Subdivision Resolution to delete outdated language and update references to specifications in the State Highway Manual (Exhibit C).

Hudkins exited the meeting to attend a meeting of the Old Federal Building Request for Qualifications (RFQ) Committee.

5 COUNTY CHANGE OF ZONE NO. 201 AND PRELIMINARY PLAT NO. 00018, HICKMAN ESTATES AT SOUTH 68TH STREET AND ROCA ROAD; COUNTY SPECIAL PERMIT NO. 185 AND PRELIMINARY PLAT NO. 00027, STEVENS CREEK POINTE, NORTH 134TH AND ADAMS STREETS (SPLIT JURISDICTION WITH THE CITY) - Mike DeKalb, Planning Department;

County Change of Zone No. 201 and Preliminary Plat No. 00018

Mike DeKalb, Planning Department, reviewed County Change of Zone No. 201 and Preliminary Plat No. 00018, Hickman Ridge Estates, a proposal to create 33 lots (3 of which are in the City of Hickman's jurisdiction) on property at the southeast corner of South 68th Street and Roca Road (Exhibit D). He noted that this area is shown as suitable for acreage development in the Comprehensive Plan.

DeKalb said objections raised by the City of Hickman and property owners in the neighboring Leisure Lake Estates have been worked out. The applicant has agreed to reconfigure the lots, to petition the County Engineer for turning lanes on South 68th Street, refurbish the holding pond in Leisure Lake Estates for fire protection and provide an easement for sanitary improvements. He said the City of Hickman has approved the Change of Zone and Preliminary Plat and there is a recommendation of approval from the Planning Commission.

Larry Worrell, County Surveyor, said this will be a paved subdivision and part of 72nd Street will be paved in cooperation with Leisure Lake Estates.

DeKalb said the County Engineer has agreed to back off the Lancaster County Land Subdivision Regulations requiring one additional east/west road between Leisure Lane and Roca Road. He said that by default, approval of the application will modify the Subdivision Regulations.

County Special Permit No. 185 and Preliminary Plat No. 00027

DeKalb reviewed County Special Permit No. 185 and Preliminary Plat No. 00027, Stevens Creek Pointe Community Unit Plan, a proposal to create seven single family homes on property at North 134th and Adams Streets (Exhibit E). He said no bonus is requested and the same number of 20 plus acre lots could be created by right.

In response to a question from Eagan, DeKalb said the area of application is within the Stevens Creek Basin Initiative Task Force study area. He said there is no moratorium for applications within the study area but applications must comply with the Comprehensive Plan.

6 CLIENT DATA SYSTEM - Carole Douglas, Public Health Nursing Division Chief; Kathy Cook, Program Manager for the Lincoln-Lancaster County Health Department

Carole Douglas, Public Health Nursing Division Chief, distributed the following documents (Exhibit F):

- Lincoln-Lancaster County Health Department, Client Information System, Fact Sheet*
- City of Lincoln, Lease-Purchase Agreement, 5 and 7 Year Equipment Acquisition*
- City of Lincoln, Lease-Purchase Agreement, Lincoln-Lancaster County Computer System Acquisition, 5 Year Amortization*

Douglas explained that an outside consultant recommended development of a comprehensive client record system that utilizes current technology. A software vendor has been selected and money set aside in the budget for the up-front payment.

Dave Kroeker, Budget and Fiscal Officer, explained that financing will be through a five year lease purchase.

Douglas said this will not cause an increase to the department's budget. There is also potential for income from promotion of software. She said the contract will go to the City Council in a package with the ambulances to save money, but can be separated out if the ambulance portion is delayed.

Eagan asked whether the software can help to identify whether human services goals are being met.

Douglas said it may provide some data but the primary focus was to meet health objectives.

7 GENERAL ASSISTANCE REVISIONS - Susan Klein, Nebraska Health & Human Services

Susan Klein, Nebraska Health & Human Services, reviewed revisions to the following sections of Lancaster County's Guidelines for General Assistance (agenda packet):

- Client and Agency Responsibilities
- Assistance Provided
- Classification of Need
- County Cremations/Burials
- Income and Resource Standards

Board consensus to change references to "board and room" to "assisted living" and to change "ongoing" to "continuous" in Classification of Need, Sections 2:602 and 2:603 to conform to statutory language.

The Board requested that setting of a public hearing on the revisions to Lancaster County's Guidelines for General Assistance be scheduled on the County Board of Commissioners Meeting agenda.

8 AMUSEMENT AND MASS GATHERING LICENSE - Dave Johnson, Deputy County Attorney; Gwen Thorpe, Deputy County Clerk

Gwen Thorpe, Deputy County Clerk, reviewed *Guidelines for Obtaining an Amusement License* (Exhibit G), noting legislative change will be necessary to increase the permit fee of \$10.

Dave Johnson, Deputy County Attorney, said the applicant is required to pay for any necessary permits. He added that the guidelines reflect what is already in required by the County.

Thorpe said the application form also needs to be revised to correspond to the Guidelines.

Hudkins returned to the meeting.

Steinman said she is concerned that the person be of good character, regardless of whether alcohol is served.

Eagan said law enforcement will have review and access to the event, but said it may be possible to add language to address that issue.

In response to a question from Workman, Eagan said if liquor is to be served the applicant will need to obtain a special designated permit prior to issuance of the amusement license.

Board consensus to state in the Guidelines that the public hearing on the application for special designated permit will be held on the same date as the public hearing on the application for the amusement license.

Eagan said the Northwest Music and Arts Center near the Village of Raymond poses a different problem because it wants to hold concerts on multiple dates. He said this facility is located in the Village of Raymond's zoning jurisdiction, but falls within the County's roadhouse jurisdiction.

Hudkins asked why the Guidelines state that the application is required to be submitted 45 days prior to the event with a recommendation that the process be initiated two weeks in advance of the 45 days.

Johnson explained that this is to allow sufficient time for review and for all the parties to "come to the table" if there are issues that need to be resolved.

Eagan suggested inclusion of an introductory paragraph explaining the process and including a recommendation that the applicant begin the process as early as possible.

The Board concurred and also requested:

- O Change "at least 45 days" to "a minimum of 45 days"
- O State in bold type that notification of neighbors is expected in the sections on proximity to occupied property, noise level and lighting

Johnson was asked to research the definition of roadhouses and discussion of roadhouses was scheduled on the January 18th Staff Meeting agenda.

9 SALARY FOR BILL JARRETT, CHIEF DEPUTY SHERIFF - Terry Wagner, Lancaster County Sheriff

Terry Wagner, Lancaster County Sheriff, requested an adjustment to his initial recommendation of salary for Chief Deputy Bill Jarrett (Exhibit H). He asked that Jarrett's salary be set at \$72,000, an amount greater than the traditional 95% of the elected official's salary. Wagner said this recommendation is based on job performance, salary increases approved for lower ranking officers and the need to maintain separation of rank.

Hudkins expressed concern with going above 95% of Wagner's salary.

The Board asked Wagner to consider the matter further and to submit his final recommendation to Dave Johnson, Deputy County Attorney.

ADDITIONS TO THE AGENDA

- F. Executive Session with Joel Pedersen, Assistant City Attorney, to Discuss Cheetah's
- G. Proposed Hog Confinement Facility in Gage County

MOTION: Steinman moved and Hudkins seconded approval of those additions to the agenda. Hudkins, Steinman, Workman and Campbell voted aye. Motion carried.

ADDITIONS TO THE AGENDA

C. Records Management System

The Board authorized Kerry Eagan, Chief Administrative Officer; Dave Johnson, Deputy County Attorney; Bruce Medcalf, County Clerk; and Gwen Thorpe, Deputy County Clerk, to meet with representatives of the City to discuss whether the City would like to join the County in securing the services of the records management consultant, through an interlocal agreement.

D. Replacement of the Agreement with the State of Nebraska, Department of Roads, for Construction of Entrance and Exit Ramps from Highway US-34 to Northwest 27th Street

Board consensus to schedule the item on the January 16th County Board of Commissioners Meeting agenda.

E. Parking Issues

Hudkins said the terms of the lease with NEBCO for the east public parking lot only provide 45 days advance notice to vacate the lot. He said possible alternatives include the properties across the street to the north and northeast of the County-City Building. Hudkins said an inventory of available space in nearby commercial parking garages was requested to weigh against the cost of purchasing property for surface parking. The cost of a shuttle system for off-site parking is also being assessed.

10 ACTION ITEMS

A. Parking Requests from Ed Binder, City-County Volunteer of the Month Program, and Larry Eckel, Nationwide Retirement Solutions,

MOTION: Steinman moved and Workman seconded to forward a recommendation that the requests be given consideration to the Parking Committee. Steinman, Workman, Hudkins and Campbell voted aye. Motion carried.

B. Memo to County Departments Regarding Future Space Needs

The Board reviewed a memorandum that will be sent to elected officials and department heads requesting them to review the adequacy of their space to meet present needs and asking them to provide an estimate of their space needs for the next five years (Exhibit I).

11 CONSENT ITEMS

- A. Vacation Request from Larry Van Hunnik, Lancaster Manor Administrator, for January 19, 2001

MOTION: Hudkins moved and Workman seconded approval. Hudkins, Workman, Steinman and Campbell voted aye. Motion carried.

12 ADMINISTRATIVE OFFICER REPORT

- A. Request from Sunrise Estates Community Association to Close Portion of Sunny Slope Road

Campbell said the County Engineer's Office is exploring other options and suggested that a letter be sent to the County Sheriff and County Attorney seeking their suggestions.

- B. Volunteer of the Month Nomination

MOTION: Hudkins moved and Workman seconded to submit the name of Charles Willnerd, Lancaster County Agricultural Society Building Committee Chair, for consideration. Hudkins, Workman, Steinman and Campbell voted aye. Motion carried.

- C. Jury Commissioner

MOTION: Steinman moved and Hudkins seconded to authorize a letter to be sent, with signature by the Chair, to members of the judiciary informing them that the offices of the Election Commissioner and Jury Commissioner will be relocating and explaining how jury forms will be handled. Steinman, Hudkins, Workman and Campbell voted aye. Motion carried.

- D. County Logo

Cori Beattie, County Board Administrative Secretary, appeared and said she will be meeting with Kurt Tempelmeyer of ScreenCo to discuss logo proposals. She added that the finished product should cost less than \$100.

- E. Letter from Vince Mejer, Purchasing Agent, Regarding Phone System

Eagan said Vince Mejer, Purchasing Agent, has suggested exploring whether or not the present phone system is still the most cost effective option available.

Workman said Information Services is looking at an Internet Protocol (IP) phone system.

MOTION: Steinman moved and Workman seconded to participate in discussion and a bidding process for the phone system. Steinman, Workman, Hudkins and Campbell voted aye. Motion carried.

- F. Letter to Ron Ross, Nebraska Department of Health & Human Services Director, Regarding costs for Juvenile Detention

Dave Johnson, Deputy County Attorney, explained that he had discussed state reimbursement of the cost of detention for juveniles awaiting an evaluation with Mike Reddish, Nebraska Department of Health & Human Services (HHS). He said Reddish had recommended that a letter seeking the reimbursement be addressed to Ron Ross, HHS Director, rather than Sam Kaplan, Counsel for HHS, as previously discussed. Johnson said a copy of the Nebraska Supreme Court opinion and copies of the Attention Center's billings, including a billing for October, 1999, will be attached to the letter.

ADDITIONS TO THE AGENDA

- F. Executive Session with Joel Pedersen, Assistant City Attorney, to Discuss Cheetah's

Item rescheduled on the January 18th Staff Meeting agenda.

- G. Proposed Hog Confinement Facility in Gage County

Board consensus to consult Mike DeKalb, Planning Department, on whether to write a letter to the Gage County Board supporting the Lower Platte South Natural Resources District's position on the facility.

13 DISCUSSION OF BOARD MEMBER MEETINGS

- A. Monthly Meeting with the Mayor - Campbell, Hudkins

Hudkins said the City of Waverly had inquired about having the Lincoln Fire Department provide it with Emergency Medical Services (EMS) ambulance service, but it appears that it will be cost prohibitive.

Hudkins also reported that the Mayor is willing to push for a vote on the Beltway after the City elections.

Campbell said the Mayor suggested that the Board direct its question of who has received copies of the draft Environmental Impact Statement to Jim Linderholm, HWS Consulting Group, Inc.

Hudkins said discussion also took place on concerns that flood storage areas are being consumed, noting that 2,000 acres were requested last year in the floodplain with 800 acres consumed. A joint City/County moratorium has been suggested and the Planning Department has been asked to develop criteria.

B. Joint Budget Committee - Campbell, Steinman

Campbell said staff from the University of Nebraska at Lincoln (UNL) Public Policy Division, which will implement the Comprehensive-Based Human Services Comprehensive Plan, was introduced. She said a graduate student with expertise in the Geographic Information System (GIS) will begin the data collection. Work has also begun on community coalition of the six priority areas.

C. General Assistance Monitoring Committee - Campbell, Steinman

See Item 7.

D. Public Building Commission - Campbell, Hudkins

Hudkins reported on the meeting he left to attend of the Old Federal Building Request for Qualifications (RFQ) Committee. He said four proposals were received and three of the firms were determined to be qualified to submit a Request for Proposals (RFP) for purchase and renovation of the Old Federal Building.

E. Board of Health - Hudkins

Hudkins said Ed Schneider was selected as the new President.

14 ADJOURNMENT

By direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk